SIKKIM

GOVERNMENT GAZETTE

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ENERGY AND POWER DEPARTMENT
GOVERNMENT OF SIKKIM

No:CE(G)P/02/NERE/05/03 **Dated: 21.02.05.**

NOTIFICATION

The Governor of Sikkim hereby makes the following regulation for the grant of Licenses, Certificate of competency and workman permit to Electrical Contractors, Electrical Supervisors and Electrical Workmen respectively under Rule 45 of the Indian Electricity Rules 1956, namely:

Short title, extent and commencement: 1. (1) These regulations may be called the Sikkim Electrical Licensing Board Regulations, 2005,

(2) They shall extent to the whole of Sikkim,

(3) They shall come into force on the date of their publication in the Official Gazette.

Constitution of Electrical Licensing Board: 2. (1) For the purpose of carrying out the provisions of these regulations, the State Government will constitute an Electrical Licensing Board (herein after referred to as Board).

(2) The Board shall consist of the following members, namely:-

(a)	The Secretary, Energy & Power Department Government of Sikkim	:	Chairman
(b)	Chief Engineer (Electrical)Energy & Power Department, Government of Sikkim	:	Member
(c)	Principal, Industrial Training Institute	:	Member
(d)	Weights and Measure Department Government of Sikkim, (Officer not below the rank of Joint Secretary)	:	Member
(e)	Industries Department, Government of Sikkim (Officer not below the rank of Joint Secretary)	:	Member
(f)	General Consumer to be nominated by Secretary Energy & Power Department, Government of Sikkim	:	Member
(g)	The Electrical Inspector, Government of Sikkim	:	Member Secretary

The term of Office: 3. The term of Office of the members other than ex-officio members shall be three years or shorter period as the State Government may direct. The Board shall have powers to act notwithstanding any vacancy in its membership.

Functions of the Board: 4. The functions of the Board shall be:-

(1) To grant licenses to Electrical contractors.
(2) To conduct examinations for supervisors and electrical workman and grant certificate of competency and permits as the case may be.
(3) To enquire into allegations of incompetence, negligence, violation of Indian Electricity Rules 1956 on the part of the Contractors, Supervisors and Workmen holding Licenses/Certificates/Permits issued by the Board or breach of conditions of issue of Licenses/Certificates/Permits and take necessary action as may be considered necessary.
(4) To maintain Registers of Electrical Contractors, Supervisors and Workmen.
(5) Generally to carry out the provisions of this Regulations.

Meeting of the Board and the quorum: 5. The Board shall meet once in three months and at such times as may be necessary in the opinion of the Chairman for transaction of business. At least seven days notice of all meetings shall be sent to each members of the Board. The Chairman or in his absence any one of the members present (other than the Member Secretary) may be elected to preside over the meeting. The Chairman and / or the Member Secretary together with three other members shall form the quorums.

The duties of the Chairman 6.

(1) To preside over the meeting of the Board.
(2) To take necessary action to implement the decisions of the Board.
(3) To keep liaison between the Board and the Government.
(4) To sign and issue jointly with the Member Secretary, Contractor's License, Supervisor's Certificates and Workmen Permits.

The duties of the Member Secretary shall be: (herein after referred as the Secretary) 7.

(1) To receive applications for Contractors Licenses,Supervisor's Certificate, Workmen's Permits and process these for necessary action.
(2) To maintain registers of Licenses, Certificates and Permits.
(3) To make all correspondence on behalf of the Board regarding issue/ renewal/ allegations etc. in respect of Licenses, Certificates and Permits.
(4) To place before the President/Board any matters regarding violation of Indian Electricity Rules or Conditions of Licenses, Certificates and Permits issued by the Board to the Contractors, Supervisors and Workmen and as the case may be.
(5) To sign and issue jointly with the Chairman the Contractor's Licenses, Supervisor's Certificate and Workmen's Permits.
(6) To accept and scrutinize applications for Supervisor's Certificate and Workmen's Permits, conduct examination/practical tests/interview for issue of such Licenses Permits.

Licenses to Electrical Contractors: 8.

(1) **License is obligatory:**
No electrical installation works, repairs etc. shall be under taken except by an Electrical Contractor holding a license under this regulation.

(2) **Grant of Electrical Contractors Licenses:**
An Electrical Contractor License shall be granted only to a person (or a firm) approved by the Board who,-

(a) Himself holds a Supervisor's Certificate of competency or who has in his employment a Supervisor holding a certificate of competency,
(b) Has in his possession the instruments necessary for carrying out the tests prescribed for the class class of work upon which he propose to works,
(c) Pays in advance the prescribed fee as per Schedule of Fees,
(d) Fulfills any other requirement that the Board may prescribe from time to time such proof eg, Address of contractor's establishment, financial capability, production of copy of trade license etc.

(3) **Classes of Electrical Contractors:**
There shall be Six Classes of Licensed Electrical Contractors namely, Class-IA, Class-IB, Class-IIA, Class-IIB, Class-III and Class-IV

(a) Class I (A & B) Contractor :

A Class-I contractor shall be eligible to carry out all kinds of Electrical works, subject to limit(s) of certificate of competency of supervisor(s) engaged and financial limits as prescribed by the State Government.
A Class-I (A & B) contractor shall possess at least the following electrical testing instruments and shall always keep these in working condition.

(i)	Insulation tester 2.5 KV class	- 1 No
(ii)	Insulation tester 500 V class	- 1 No
(iii)	Voltmeter 0 – 600 V	- 1 No
(iv)	Ammeter 0 – 60 Amp	- 1 No
(v)	Phase indicator meter	- 1 No
(vi)	Hand rubber gloves	- 1 No
(vii)	Tong tester 0 – 600 Amp	- 1 No
(viii)	Earth resistance tester	- 1 No
(ix)	Live line tester	- 1 for each workman

(b) Class II (A & B) Contractor:

A Class II (A & B) contractor shall be eligible to carryout all types of electrical works, subject to limit(s) of certificate of competency of supervisor(s) engaged and financial limits as prescribed by the State Government.
A Class-II (A & B) contractor shall possess at least the following electrical testing instruments and shall always keep these in working condition.

(i)	Insulation tester 2.5 KV class	- 1 No
(ii)	Insulation tester 500 V class	- 1 No
(iii)	Voltmeter 0 – 600 V	- 1 No
(iv)	Ammeter 0 – 60 Amp	- 1 No
(v)	Phase indicator meter	- 1 No
(vi)	Hand rubber gloves	- 1 No
(vii)	Tong tester 0 – 600 Amp	- 1 No
(viii)	Earth resistance tester	- 1 No
(ix)	Live line tester	- 1 for each workman

(c) Class III Contractor:

A Class III contractor shall carry out electrical works upto 11 KV voltage level subject to limit(s) of certificate of competency of supervisor(s) engaged and financial limits as prescribed by the State Government.

A Class III contractor shall possess at least the following electrical testing instruments and shall always keep these in working condition:

(i)	Insulation tester 2.5 KV class	- 1 No
(ii)	Insulation tester 500 V class	- 1 No
(iii)	Voltmeter 0 – 600 V	- 1 No
(iv)	Ammeter 0 – 60 Amp	- 1 No
(v)	Phase indicator meter	- 1 No
(vi)	Hand rubber gloves	- 1 No
(vii)	Tong tester 0 – 600 Amp	- 1 No
(viii)	Earth resistance tester	- 1 No
(ix)	Live line tester	- 1 for each workman

(d) Class IV Contractor:

A Class IV contractor shall carry out electrical works upto 11 KV voltage level subject to limit(s) of certificate of competency of supervisor(s) engaged and financial limits as prescribed by the State Government.

(4) **Fees for Contractor License:**
Fees for different categories of electrical contractor's licenses shall be as per rates prescribed in Schedule of fees.

(5) **Application for Contractor's License:**
An application for a contractor's license shall be made to the Secretary in Form "A". Fees received with such applications shall not be refunded to applicants on any account.

(6) **Form of Contractor's License:**
The electrical contractor's license shall be in Form "B" and the grant of license is subject to conditions noted therein.

(7) **Register of Contractors:**
A register of all electrical contractors licensed under these regulations shall be maintained by the Secretary and published annually in the Government Gazette.

(8) **Renewal of Contractor's License:**
Every electrical contractor's license granted under these regulations shall be renewed annually. Application in Form "F" for renewal together with license, prescribed fees and documents mentioned in clause (9) below shall be submitted to Secretary before the date of expiry of license. In event of licensed contractor failing to renew a license before the date of expiry, the license shall become invalid but may be revalidated with the original registration number within one year from the date of last renewal on payment of fees as in case of fresh application along with an application in Form "A". The date of revalidation will be the date of last renewal. License not renewed within one year of expiry shall be treated as cancelled and all formalities of obtaining a new license will have to be completed. Provided that if the application for renewal as aforesaid is received within one month from the date of expiry of the license and may be renewed on payment of renewal fee and penalty as prescribed in Schedule of Fees.

(9) **An Electrical Contractor is required to maintain/submit the following:**

(a) Notice before commencement in Form "C".
(b) Details of supervisors, workmen and apprentice in Form "D".
(c) Yearly return of work in Form "E". Form "D" & "E" are to be submitted with application of each renewal (in Form "F").

(10) **Grant of Duplicate Contractor's License:**

A duplicate of an Electrical contractor's license granted under these regulations shall be issued on payment of a fee as prescribed in Schedule of fees and on certification by the applicant on loss or damage of the original license to the satisfaction of the Secretary and the Chairman.

Supervisor Certificate of Competency:

9. (1) **Obligatory Requirement:**

All electrical installation works are to be carried out under the direct supervision of a supervisor holding a supervisor's certificate of competency.

(2) **Qualification and Other Requirement:**

A candidate for a supervisor's certificate of competency examination must:

(a) Have read upto class VII,

(b) Of age not below 18 years,

(c) Have passed the examination for electrical workmen and have at least 5 years experience (of which not less than two years should be after passing the workmen's examination), which may be regarded as satisfactory by the Board.

Provided that the Board may grant a certificate of competency in any class commensurate with practical knowledge and experience to a candidate who holds a degree or diploma in electrical engineering recognized by the State Government and has at least one year's requisite practical experience, without requiring him to sit for the written tests based on oral examination. Provided further a candidate who holds I.T.I. certificate in Electrical trade and is matriculate/ class 10th pass may be exempted from appearing a written examination or class 1,2,3,4,5A and 8A.

(3) **Examination for Certificate of Competency of Supervisors:**

(a) Candidate for examination for certificate of competency shall be examined by written paper and oral and practical tests. Candidates will normally be examined through the medium of English language but the Board may permit a candidate to examine through any other medium.

(b) A candidate for supervisor certificate must apply to the Secretary in prescribed format (Form "G"), which require fee and all document and information with time limit as may be prescribed. Incomplete applications will be summarily rejected.

(c) For the purpose of these regulations all electrical installtion work shall be divided in classes as shown under sub-clause (d) below. Successful candidates will be granted a certificate of competency for installation work of different classes, which the Board decided that they are competent to supervise.

(d) The syllabuses of several parts of examination are set out in Schedule of Syllabus candidate may appear for examination for any class of certificate. The parts to be passed to quality for a certificate are:

Class	Certificate for	Parts compulsory
Class-I	Wiring for system not exceeding 250 V	1,2
Class-II	D.C Apparatus not exceeding 650 V	1,3
Class-III	A.C. Apparatus not exceeding 650 V	1,2,4
Class-IV	Underground cable	1,5
	(a) Voltage upto 1.1 KV	
	(b) Voltage upto 11 KV	
	(c) Voltage above 11 KV	
Class-V	Installation exceeding 650 V	1,2,3,9,6 or 1,2,3,4,6
Class-VI	Aerial lines	1,7
	(a) Voltage upto 650 V	
	(b) Voltage upto 33 KV	
	(c) Voltage above 33 KV	
Class-VII	Mining	1,2,4,8
Class-VIII	(a) Wiring not exceeding 650 V	1,2,4,9a
	(b) Lift	1,2,3,4,9b
	(c) Electrical sign	1,2,3,4,9c
Class-IX	Transformer Installation	
	(a) Upto 11 KV	1,2,3,4,6,10a
	(b) Above 11 KV	1,2,3,4,6,10b

Note: Certificate for underground cable work and for work for aerial lines exceeding 250 V are to be divided into section a,b and c which are progressive and cumulative. Certificates granted to successful candidates will be endorsed to donate the section or sections in which the candidate has qualified. Detail syllabus of each parts provided in Schedule of syllabus.

(4) **Production of Supervisor's Certificate of Competency for Inspection and Verification:**
Member Secretary or any Officer, who is authorized in his behalf, may require production of certificate for inspection and verification and in case of mutilation and or defacement of or unauthorized entry therein the same may be placed before the Board with a report for actions as may be deemed fit.

(5) **Renewal:**
Certificates of competency shall be renewed every three years time. The fee for renewal shall be prescribed in Schedule of Fees and shall not be refunded on any account:
Provided that when the application for renewal together with certificate and the prescribed fee is not received before the expiry of the certificate a penalty has been prescribed in Schedule of Fees shall be charged in addition to the fee for renewal.
Certificates which have not been renewed within one year from the date of expiry shall become invalid and the same can be revalidated on payment of fees as in the case of fresh application along with application in Form-G. In such cases of revalidation original registration numbers will be maintained, however, the date of revalidation will be date of payment of fees therefore. Certificates not renewed within five years of expiry will be treated as cancelled.

Workmen's Permit: **10.** (1) **Statutory Requirement:-**
Every electrical installation work is to be carried out by persons holding a permit issued by the Board.

(2) **Qualification:-**
Candidate eligible for examination for permits to electrical workmen shall be persons: -

(a) Who have been trained for at least two years, under an electrical contractor licensed under these regulations,

or

(b) Who have received other electrical training as a workman which is considered satisfactory by the Board.
(c) Who are not below 18 years of age.
(d) Who has read upto class IV

Provided that a candidate for workman's permit in the class or classes relating to high voltage installation work must be possession of a valid permit in the corresponding class or classes respectively. Detailed syllabus for workmen permit is provided in annexure III.

(3) **Grant of permits to electrical workmen:**
Every candidate who passes the examination for permits to electrical workmen shall be granted a permit in Form "I". The Board may also grant a permit in Form "I" to any person who has satisfied the Board that his qualification and practical experience are such as to justify the grant of a workmen permit.

As a one-time relaxation of rules the staff already engaged by the Energy and Power Department, Government of Sikkim will be issued workmen permit on the recommendation of Concerned Junior Engineer, Assistant Engineer and Executive Engineer by the Board without payment of fees.

(4) **Renewal:**
Such permits shall be renewed every three years. The fee for renewal shall be as per the prescribed fee in Schedule of fees and shall not be refunded on any account.

Provided that when the application for renewal together with the permit and the prescribed fee is not received before the expiry of permit a penalty as per Schedule of fees shall be charged in addition to the fee for renewal.
Permits which have not been renewed within one year from the date of expiry shall become invalid and the same can be revalidated on payment of fees as in the case of fresh application along with application in Form "G". In such cases of revalidation original registration numbers will be maintained, however, the date of revalidation will be the rate of payment of fees therefore. Certificates not renewed within five years of expiry will be treated as cancelled.

(5) **Production of workmen's permit for inspection and verification:**
Any person authorized by Secretary or by any officer may require production of permits during inspection and verification of electrical installations. In case of mutilated or defaced permit or unauthorized entry the same is to be brought to the notice of the board for action as deemed fit.

(6) **Grant of duplicate certificate or permit:**
On being satisfied that an original certificate or permit granted under these regulations has been lost or destroyed, the member secretary may on application grant a duplicate. The fee for such duplicate certificate/permit shall be as Annexure-I and shall not be refunded on any accounts.

Misconduct of Licensed Contractor, Supervisor and Electrical Workmen:

11. (1) **Report of negligence:**
When in the opinion of a licensee or a person whom any electrical installation work is being or has been carried out by a contractor licensed under the regulations is not in accordance with the Indian Electricity Rules, 1956 and such licensee or other person desires to bring the facts to the notice of the board, he shall make a report in writing to the Member Secretary.

(2) A report made to the member secretary under this regulation by a person, other than a licensee shall be accompanied by a deposit of Rs 100 or such larger amount as the board may fix by special order in any case. If in the opinion of the board the charge contained in the report is not substantiated, the board may direct that the deposit shall be forfeited.

(3) Mal practice or infringement of regulation to be reported: If any person holding an electrical workman's permit or a supervisor's certificate of competency or an electrical contractor's license is found by the board to be guilty of negligence, misrepresentation, or deliberate suppression of facts, incompetence or breach of these regulations or of the conditions of his license, the board may suspend or cancel such permit, certificate or license. The decision of the board shall be final.

(4) Unauthorized entries, mutilation or defacement of workmen's permit, supervisor's certificate of competency and electrical contractor's licenses. : Any mutilation or defacement of permit /certificate / license or unauthorized entry as the case may be shall make the permit/license/certificate liable for cancellation by the board. The decision of the board in this regard will be final.

Electrical Licensees carrying on the Business of electrical Contractors.

12. **Electric licensee to obtain contractor's license:**

No electrical installation work shall be carried out by the person licensed under part II of the Indian Electricity Act 1910 (or an Electricity Board or a State Govt Department responsible for distribution of energy), in a premise beyond the point of commencement of supply unless he has obtained an electrical contractor's license and employs a staff of supervisors and electrical workmen in conformity with these regulations.
Cancellation of License granted to Electrical Licenses: An electrical contractor's license granted under these regulations to a person licensed under part II of the Indian Electricity Act 1910, shall be liable to be withdrawn or cancelled if in the opinion of the board

preferential treatment resulting in unfair competition with local contractors is given to prospective consumers.

Examinations 13. (1) Examination shall be held by the board at such places and on such dates as may be notified by the member secretary from time to time in the Official Gazette for examination of candidates for issue of supervisor certificate and workmen permit.

(2) Every examination shall be of such nature as to test the practical knowledge of the candidate and to a certain his competency and the adequacy of his practical experience to the satisfaction of the board for the purpose of granting of certificates and permits under these regulations.

(3) Every examination shall be conducted in a place where the candidate's knowledge can be practically tested and each candidate shall be tested viva-voce.

Application for supervisor certificate/ workman permit 14. **Application for admission to the examination:**
Every candidate for admission shall make an application in Form "G" and shall forward the application duly filled in to the member secretary not less than twenty one days before the date fixed for examination together with.

(a) Testimonials of:
  i) Good character, age and educational qualification,
  ii) Practical experience as an electrical workman,
(b) Electrical workmen permit, if any,
(c) Certificate of technical qualification,
(d) A challan or receipt in support of payment of fee,
(e) Three copies of a recent photograph (Passport size) all of which shall bear his signature or thumb impression on the back.

The fee paid by a candidate, whose application for admission to an examination has been accepted, shall not be refunded to him on any account.
Provided that the board may allow a candidate who was prevented from appearing at the examination to appear at the next examination without further payment.
In event of a candidate not appearing at the next examination the application will lapse and the fee will be forfeited.

The committee feels that the enforcement of regulations dealing with Rule should commence after three months from the date of notification by the government so as to provide sufficient time for one and all to obtain necessary license/certificate/permit. The Board and the inspectorate should be formed immediately after notification by the Government so as to carry out its functions
The following fee shall be levied under the Sikkim Electrical Licensing Board Regulations.

Schedule of Fees 15. (1) **FOR SUPERVISORS CERTIFICATE:**

a. Fee for admission into examination for test for the first certificate of competency, Rs 200
b. Fee for subsequent admission into examination Rs 50 per part.
c. Renewal Rs 50 per part every three years
d. Penalty for late renewal Rs 60
e. Fee for duplicate license Rs 100

(2) **FOR WORKMAN PERMIT:**

a. Fee for examination and test for first workmen permit Rs 50

b. For subsequent examination for each part Rs 25

c. Renewal of permit Rs 60 per three years. Renewal may be done every three years.

d. Penalty for late renewal Rs 60.

e. For duplicate license Rs 25

(3) FOR ELECTRICAL CONTRACTOR :

Sl.no	Class	Initial fee (Rs)	Renewal fee (Rs)	Late Fee (Rs)	Fee for Duplicate License (Rs)
1.	IA	3000.00	1000.00	500.00	500.00
2.	IB	2000.00	500.00	300.00	300.00
3.	IIA	1000.00	300.00	150.00	150.00
4.	IIB	700.00	200.00	100.00	100.00
5.	III	300.00	100.00	50.00	50.00
6.	IV	50.00	25.00	10.00	10.00

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ENERGY AND POWER DEPARTMENT

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